

**ECONOMIC DEVELOPMENT COMMISSION
MEETING MINUTES**

SEPTEMBER 8, 2004

PRESENT: Rick Cleary, Tim Olmsted, Laura Sherman, Anna Sanko (arr. 7:28 pm), and Alternate Kelly Peck

ABSENT: John Luginbuhl, Eric Santini and Alternate George Vartanian

STAFF

PRESENT Reanna Goodreau, Recording Secretary

I. CALL TO ORDER:

Chairman Cleary called the Economic Development Commission meeting to order at 7:08 PM.

II. PUBLIC COMMENTS: NONE

Chairman Cleary went out of agenda order, beginning with Unfinished Business.

IV. UNFINISHED BUSINESS:

1. Business Survey—Update

There was a brief discussion about the business survey. The commission members expressed their desire to send the survey to all businesses in town. Reanna Goodreau stated that she will have a draft for the October meeting.

2. CEDAS: Camera Friendly Communities—Update

Laura Sherman stated that she and Anna Sanko have taken preliminary pictures of various areas of town for the portfolio and are working on additional locations.

3. Tax Abatement policies/procedures—Update

Reanna Goodreau stated that she will obtain the amendments to the state statutes regarding tax abatements from Attorney Boyan. She also noted that the policy must be updated to include a way to confirm required investments were made and to enforce the requirements of the tax abatement.

4. Farm Initiatives—Update

Chairman Cleary stated that he has spoken with the First Selectman in regards to different initiatives he is working on to help farms. The First Selectman has paired a potato farmer from Ellington with the prison system. He is working with the school system to try to have them use local produce. Chairman Cleary explained that the First Selectman is asking for the EDC's help in contacting the various farmers in town to determine the types of products they produce. Tim Olmsted asked if there is an issue with the farmers selling their produce to the schools with respect to the chemicals they may use or by not using a bidding process. The First Selectman also wants to create a farmers' market at Brookside Park. He would like to build a two-story pavilion; he would have the lower story for the market and the second level for the Recreation Department office.

Chairman Cleary returned to original agenda order.

III. NEW BUSINESS:

1. Discussion of the Build Out Report (transmittal from the First Selectman)

Chairman Cleary stated that he would like to focus on five key points to send to the Board of Selectmen for their review. The commission discussed the report and the areas that they felt were most important to move forward to implementation.

MOVED (PECK), SECONDED (OLMSTED) AND PASSED UNANIMOUSLY TO GENERALLY ENDORSE THE RECOMMENDATIONS IN THE BUILD OUT REPORT AND TO FORWARD THE FOLLOWING SPECIFIC PRIORITIES TO THE BORAD OF SELECTMAN:

1) ESTABLISH A COMMITTEE TO CREATE A STRATEGIC PLAN AS SPECIFIED ON PAGE 13, AND TO INCLUDE THE FIRST SELECTMAN & CHAIRS OF THE COMMISSIONS ON THIS COMMITTEE;

2) UPDATE ZONING & SUBDIVISION REGULATIONS AS SPECIFIED ON PAGES 8 & 12, SPECIFICALLY TO INCLUDE CHANGES LOT SIZE, AGE RESTRICTED HOUSING, & DESIGN REVIEW STANDARDS;

3) UPDATE & EXPAND THE CIRCULATION PLAN IN THE PLAN OF CONSERVATION & DEVELOPMENT AS SPECIFIED ON PAGE 7;

4) UPDATE & EXPAND THE OPEN SPACE PLAN IN THE PLAN OF CONSERVATION & DEVELOPMENT AS SPECIFIED ON PAGES 7, 9, 12, & 13;

5) INITIATE SPECIAL STUDIES OF THE COMMERICAL ZONES IN THE CRYSTAL LAKE AREA & THE INDUSTRIAL ZONE IN THE NORTHWEST CORNER AS SPECIFIED ON PAGES 8, 10, & 11 AND TO CREATE AN ECONOMIC DEVELOPMENT STRATEGY/PLAN AS SPECIFIED ON PAGES 14, & 16.

THE EDC STRONGLY RECOMMENDS THE ESTABLISHMENT OF AN IMPLEMENTATION TIMELINE FOR EACH PROJECT.

2. Review of Design Review Board “Design Review Guide, Draft Outline for Consideration”

The commission expressed their support of including design review standards in the zoning regulations based on their review of Glastonbury’s zoning regulations, which include design standards. The members agreed that they wanted to send a letter to the Board of Selectmen requesting that they consider the option of including design standards in zoning regulations.

MOVED (SHERMAN), SECONDED (SANKO) AND PASSED UNANIMOUSLY TO SEND A LETTER TO THE BOARD OF SELECTMEN THAT THE ECONOMIC DEVELOPMENT COMMISSION SUPPORTS HIGH STANDARDS FOR DESIGN AND HAS STUDIED DESIGN REVIEW STANDARDS FROM OTHER COMMUNITIES & STRONGLY SUPPORTS THE CONCEPT OF INTEGRATING DESIGN REVIEW STANDARDS INTO ELLINGTON’S ZONING REGULATIONS AS OPPOSED TO CREATING AN ADDITIONAL BOARD & REQUESTS THAT THE BOS RE-EVALUATE THE DECISION TO CREATE A DESIGN REVIEW BOARD TO ACCOMPLISH DESIGN REVIEW.

V. ADMINISTRATIVE BUSINESS:

1. Approval of August 18, 2004 special meeting minutes

MOVED (OLMSTED), SECONDED (SHERMAN) AND PASSED UNANIMOUSLY TO APPROVE THE AUGUST 18, 2004 SPECIAL MEETING MINUTES.

VI. ADJOURNMENT

MOVED (PECK) SECONDED (SANKO) AND PASSED UNANIMOUSLY TO ADJOURN THIS MEETING AT 8:20 PM.

Respectfully submitted,

Reanna Goodreau
Recording Secretary